

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
**of the**  
**HOUSING AUTHORITY OF THE CITY OF FORT LAUDERDALE**  
**4:00 PM Thursday, December 13, 2007**  
**437 SW 4<sup>th</sup> Avenue • Fort Lauderdale, Florida • 33315 • (954) 525-6444**

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**Item 1. ROLL CALL**

The meeting was called to order and the following answered present: Robert Kelley, Chair; Quinn Fazio Goodchild, Vice Chair; Shirley Carson; James Camp III. Nicholas Tranakas (arrived at 4:30 P.M.)

Absent: none

**Item 2. REVIEW AND APPROVAL OF THE DECEMBER 13, 2007 MEETING AGENDA**

The Agenda was reviewed and no corrections or changes noted. Commissioner Carson moved approval; Commissioner Camp seconded. All voted in the affirmative.

**Item 3. REVIEW AND APPROVAL OF THE NOVEMBER 08, 2007 MEETING MINUTES**

The Minutes were reviewed and no corrections or changes noted. Commissioner Carson moved approval; Commissioner Camp seconded. All voted in the affirmative.

**Item 4: Attorney-Client Session to discuss the following pending litigations:**

- Doris Paschall vs. The Housing Authority of the City of Fort Lauderdale
- Josie Smith vs. The Housing Authority of the City of Fort Lauderdale

The Attorney-Client session was confined to strategy/discussion related to the above litigations with the Board.

The following persons attended the Attorney-Client session:

Robert Kelley, Chair; Quinn Fazio Goodchild, Vice-chair; Commissioner James D. Camp III; Commissioner Shirley Carson; Commissioner Nicholas Tranakas; Executive Director, Tam English, Attorney Frank Henry, Attorney Neil McGuinness, Attorney Donald Lunny and a court reporter.

The Board resumed as an open meeting at the end of the Attorney-Client session.

**Item 5. SECRETARY'S REPORT**

**1. Approval of Annual PHA Plan for Fiscal Year 2008- Revision 1**

Copies of the Revised PHA Plan were presented to the Commissioners during the November 8, 2007 board meeting. The Revision will also be discussed at the public hearing to be held at 6:00 PM, immediately following the Board meeting.

The E. D. discussed the changes (demolition & disposition activity for Dixie Court exterior, attachment S) responded to questions and recommended that the Board adopt **Resolution 1154**, approving (Revision 1) of the Housing Authority of the City of Fort Lauderdale's FY 2008 Annual Agency Plan for submission to USHUD.

Commissioner Camp moved the approval of Resolution 1154, Commissioner Carson seconded. All voted in the affirmative.

**2. Proposed Public Housing Maximum Rent Schedule**

In accordance with USHUD guidelines (24 CFR 5.504) & HUD Guide Book 7465.7, including in the Agenda package as **Attachment 1** was a copy of the proposed public housing maximum rent schedule. The E.D. discussed this item with the Board and requested that the Board approve the proposed Public Housing Maximum Rent schedule by adopting **Resolution 1155**.

Commissioner Camp moved the approval of Resolution 1155, Commissioner Carson seconded. All voted in the affirmative.

**3. Proposed Public Housing Flat Rent Schedule**

In accordance with USHUD guidelines (24 CFR 960.253 (b)) included in the Agenda package as **Attachment 2** was a copy of the proposed public housing flat rent schedule.

Each year the Housing Authority (H/A) is required to set "Flat Rent" rates, however, the flat rent adjustments were not reviewed or adjusted for the past five years, allowing a big jump in the flat rent adjustment rates.

The E.D. discussed this item with the Board and requested that the Board approve the proposed Public Housing Flat Rent schedule by adopting **Resolution 1156**.

The Board also received copies of a petition signed by the concerned residents of Sunnyreach Acres protesting the flat rent proposal. Unfortunately, this is a HUD formula that the H/A must follow and can not be done gradually. These adjustments will start January 1, 2008 and will be on the next annual tenant re-certification.

Commissioner Camp moved the approval of Resolution 1156, Commissioner Carson seconded. All voted in the affirmative.

**4. Master Development Agreement for Dixie Court Development Project - Phase III**

This item was discussed at the October 11, 2007 Board meeting. **Attachment 3** was a copy of the Master Development Agreement (MDA) for the Dixie Court Development, Phase III.

The original MDA signed with the Carlisle Development Group in 2006 is very similar to this except for a few amendments. The E.D. reviewed the amendments to the MDA for Dixie Court III and requested that the Board approve the MDA by adopting **Resolution 1157**.

Commissioner Camp moved the approval of Resolution 1157, Commissioner Tranakas seconded. All voted in the affirmative.

**5. Acceptance of Proposal for Real Estate Development Service:**

The following four (4) Proposals were submitted to the H/A for Real Estate Development Service:

- Carlisle Development Group, LLC
- Pinnacle Housing Group
- The Gatehouse Group, Inc.
- Biscayne Housing Group, LLC

The E.D. and staff reviewed, evaluated and scored the proposals. The top three picks were Carlisle, Pinnacle and Gatehouse.

The E.D. reviewed the selection criteria and scoring with the Board.

The Board discussed the following points.

- The housing Authority's current working relationship with Carlisle
- Pricing
- Option to change Developer after 2 years if necessary

The Board's consensus was that continuing with the Carlisle Development Group would be in the best interest of the Agency.

The E.D. requested a motion approving the acceptance of Carlisle Development Group to begin negotiating a contract to develop properties. Commissioner Tranakas moved the motion to approve, Commissioner Goodchild seconded. All voted in the affirmative.

#### **6. Acceptance of Bids for Garbage/Refuse Service**

The following five (5) Bids were submitted to the H/A for Garbage/ Refuse Service:

- Waste Management
- Southern Waste Systems
- Public Waste Services
- Waste Pro
- Ace Waste

The E.D. reviewed the selection criteria and scoring with the Board and presented the recommendation from staff, which was Southern Waste Services.

The E.D. requested a motion approving the acceptance of Southern Waste Services to provide Garbage/Refuse Service to the Housing Authority. Commissioner Tranakas moved the motion to approve. Commissioner Camp seconded. All voted in the affirmative.

#### **7. Approval of Invoices for Payment**

The following Invoices were presented to the Board for approval:

- Packard Consulting, Kristen Packard \$87,992 – Dixie Court I Tax Credit Consulting Service. (hiring approved on August 12, 2004)
- Metz, Husband & Daughton, P.A., Warren Husband \$50, 000 - Dixie Court Tax Credit Appeal, (approved September 8, 2005.)

Both invoices due in connection with the closing of the construction financing for the Dixie Court redevelopment phase 1. A motion was requested to approve the above referenced invoices for payment.

Commissioner Goodchild moved the motion to approve invoice for Kristen Packard, Packard Consulting, Commissioner Carson seconded. All voted in the affirmative.

Commissioner Camp moved the motion to approve invoice for Warren Husband, Commissioner Goodchild seconded. All voted in the affirmative.

**8. Employee Incentive Compensation**

The E.D. presented this item for discussion. The E.D. and staff recommended that all employees of the Housing Authority receive a one week pay holiday incentive bonus, employees hired less than three (3) months would receive \$100.00.

Commissioner Camp moved the motion to approve a one week pay holiday incentive bonus for all employees (including E.D.) Commissioner Carson seconded. All voted in the affirmative.

**Item 6. NEW BUSINESS**

**1. Travel Reimbursements**

The H/A is currently using the State Guidelines for travel reimbursement this change was made in November 2001 by a recommendation from our previous auditors. However, as a Housing Authority, we are not obligated to follow State Guidelines.

The E.D. discussed this item with the Board and recommended that the Board approve the H/A going back to the Runzheimer Index as it better reflects current travel costs.

Commissioner Tranakas moved a motion that the H/A revert all travel reimbursements to the Runzheimer Index, Commissioner Goodchild seconded. All voted in the affirmative.

There being no further discussion, the meeting was adjourned.

  
Quinn Fazio Goodchild, Vice Chair

ATTEST:

  
Tam A. English  
Executive Director/Secretary